

## REGISTERING FOR & ACCESSING DEFENSE ACQUISITION UNIVERSITY (DAU) CONTINUOUS LEARNING CENTER COR/COTR COURSES

Online courses equivalent to the TAI classroom-based training -- meet the Treasury Basic Training Requirement of 24 hrs.:

- **CLC106: COR with a Mission Focus (8 hours)**
- **CLM024: Contracting Overview (8 hours)**
- **CLM 016 - Cost Estimating (8 hours)**

Go to the DAU Continuous Learning Center: <http://clc.dau.mil>

Select **Continuous Learning** from the menu and the link to **Register for a Continuous Learning Module**

Under **NonDOD Organizations**, select **NonDOD, Federal Agencies**

Select **Apply for Training** under Student Functions menu (on the left side of page)

Select **Department of Treasury** for your Organization/Category

Select SSN and DOB as your sign in option and sign in.

At the **ATRRS – Internet Training Application System – NonDOD**

1. Select the current **Fiscal Year**
2. Select Training Category – DAU Continuous Learning Modules
3. Select your course from the drop down list
4. Select Search

When the course is found, select **DAU Virtual Campus** (DAU Continuous Learning Module) as your location (it should be the only selection available.)

Select the class link that appears. This will bring you to the **Verify/Enter Student Information** page. Please complete the information and submit your application.

You will see the following message:

NON-DOD AITAS Registration for DAU Virtual Campus (DAU Continuous Learning Module)

You have been approved for *CLC 106*, a DAU Continuous Learning Module. The DAU Virtual Campus will send you an email with instructions and allocated time frame for completion. Students cannot drop or cancel from DAU CL Modules. This is a continuous learning training module, therefore, no priority is assigned to personnel who apply. This has no impact on how soon you will be able to access the Course. In the event you are placed on a wait list to start the CL module, you will be notified by DAU as to when to begin the course.

Follow all instructions when you receive the emailed instructions from the Virtual Campus. There will be information for you concerning your User Name and password if you do not already have one. Direct Link to classes once registered is: <https://learn.dau.mil>

**\*\*You will have 30 days to complete the course(s) once you register and you must get 100% on the exam to pass the course. You must go through ALL lessons to gain access to the exam and you can take the exam as many times as you need to in order to pass.**

When you have successfully completed the course(s) you will receive notification via email similar to the following:

Dear Jane Doe:

Congratulations!!! You have successfully achieved the required mastery level and completed this Course. You now should have a good understanding of the course material. You can PRINT YOUR OWN CERTIFICATE by logging back into the Virtual Campus and clicking on download certificate.

**Important Notes:**

- \* You must log out of the online system and log back in to access your Certificate of Completion.
- \* For all classes, Treasury employees should disregard any guidance specific to DOD.

**For Technical Questions or problems with DAU CLC online course, please contact the DAU Help Desk:**

**Email: [dauhelp@dau.mil](mailto:dauhelp@dau.mil)**

**Phone: 1-866-568-6924**